

INSTRUCTIONS FOR BECOMING A PUBLIC WEIGHMASTER

1. A Public Weighmaster is any person engaged in the business of weighing for hire who shall weigh or measure any commodity, produce, or article using a scale with a capacity greater than 30 pounds or the metric equivalent or a high speed dispenser and issue a certificate of weight or measure. This certificate must state the accurate amount upon which the purchase or sale of such commodity, produce, or article is based; or

A person not engaged in the business of weighing for hire, but to whom the service of certified weigher is necessary for the proper conduct of any business in which he is engaged.

Devices designed to dispense any substance at a rate of 20 gallons or the metric equivalent or greater per minute shall be considered a high speed dispenser.

A Public Weighmaster Certificate may be issued to these individuals under Title 8, Article 3 of the Code of Alabama, 1975.

2. To qualify with the Department of Agriculture and Industries for a Weighmaster Certificate, the following items must be submitted for each individual for whom a certificate is requested.

All completed forms must be sent to our office.

- A. An application for a Weighmaster Certificate which has been properly completed, signed, notarized, and witnessed.
- B. A fee of \$20.00 (if more than one application is being submitted at the same time, one check for all fees can be accepted.)
- C. A surety bond in the amount of \$1,000 issued in the name of each individual.
Our office must have the original signed bond from the insurance company.

3. Weighmaster bonds should be executed on bond forms furnished by the Heavy Weights and Measures Division of the Department of Agriculture and Industries. The bond is continuous in force until cancelled.

The Weighmaster Bond must be written by a surety company qualified to do business in the State of Alabama and must have the seal of the surety company affixed to the face of the bond.

4. Each Weighmaster must secure a Weighmaster Seal (at his own expense) which should be inscribed as follows:

- A. The Weighmaster's name and the word "Alabama" must be inscribed on the outer margin.
- B. The words "Public Weighmaster" inscribed in the center.

The Weighmaster Seal may be purchased at an office supply company, stationery store, or a print shop.

**Application and bond forms are available from the Heavy Weights and Measures Division of the Department of Agriculture & Industries, P.O. Box 3336, Montgomery, Alabama, 36109-0336
Phone: (334) 240-7133. PLEASE DIRECT ALL INQUIRIES TO: MARLENA SURLES**

NOTE: There will no longer be renewal letters sent to each individual. It is your responsibility to make sure your certification is renewed annually. When certification has lapsed the 30 day grace period after expiration, a 15% penalty will be assessed if the individual reapplies.